

Community Grants (Individual/Team/Group) Guidelines

This document provides advice on eligibility, funding available, assessment criteria and processes associated with the City of Launceston Community Grants (Individual and Team/Group) program. Your application must comply with all specified guidelines.

Before completing an application, we suggest you discuss your application with our Grants and Sponsorship Officer to determine your eligibility for funding.

Grants and Sponsorship Officer
Community & Economic Development
T 03 6323 3351
E contactus@launceston.tas.gov.au

Overview

The purpose of the individual and team/group grant fund is to provide assistance to individuals/teams/groups for sporting, academic or cultural endeavours.

Who can apply?

If you are 18 years or under, living in the Launceston municipality and have been selected to represent Australia, Tasmania or Northern Tasmania.

Who can't apply?

Individuals/teams/groups who are 19 years and older.

Grants Available

Individuals

If activity is overseas	\$300 per individual
If activity is interstate/intrastate	\$100 per individual

Teams/Groups

If activity is overseas	\$150 per individual (max \$900 per team/group)
If activity is interstate/intrastate	\$75 per individual (max \$450 per team/group)

A team/group consists of 2 or more people participating in the same event with a common link, e.g. organisation.

Available community grant funding in any given year will be subject to allocation by the Council for that financial year.

Funding Limitations

A member of a team/group is ineligible to apply for an individual grant and must apply for a team/group grant. A team/group consists of two or more participants in the same event with a common link e.g. organisation.

Individuals/teams/groups can only receive one grant from the City of Launceston each financial year with any one individual to receive a maximum of three (3) grants only.

Application Process

An application must be received a minimum of two weeks prior to the event. Applications received after this time will be ineligible. While the application must be received two weeks prior to the event, allocation of funds may occur after the event.

A community grant application is to be made online via the City of Launceston website. For teams/groups the application must be made by a representative from the team/group (e.g. group leader, coach). Your application will require the inclusion of the following information:

- A copy of your letter of selection
- Australian Taxation Office Statement by Supplier Form (A Statement by Supplier Form is not required for clubs/groups/organisations with an ABN).

Your application will not be accepted by mail, email or in hand written form.

Assessment process

- Applications are assessed within 4 weeks and in the order they are received.
- All applications are reviewed by the Grants and Sponsorship Officer to ensure they meet eligibility requirements and all relevant information has been provided.
- Funding decisions are made under the approval of the Director Development Services and are subject to the available budget, with no more than half the annual budget to be allocated between July and December and the remainder to be allocated between January and June in any financial year.

Allocation of funds

Once an application has been approved, funds will be provided to successful applicants via a Post Office Money Order or transferred to a nominated bank account.

It is the responsibility of team/group representative to distribute the funds to the team/group in an appropriate manner.